



DEI Committee

MEETING MINUTES

Date/Time: July 2nd, 2024 8:00 pm EST/5:00 pm PT

Attendees

DEI Committee Members: Jenny Withycombe, Cara Stawicki, Molly Moore and June Marshall

USRowing Board Member Liaison: Stephen Ciraolo

I. **Call to Order:** 8:08 pm EST

A. Warm Welcome

B. Meeting Overview/General Discussion

- Ms. Withycombe provided an overview of the plan for the meeting. Ms. Moore posed a question regarding the DEI Committee calendar, uses access, etc., to which Ms. Withycombe explained the calendar. Committee members discussed issue with the lack of staff directory on the USRowing website. Ms. Withycombe will meet with Jenny Traves, Chief Community Engagement Officer, on July 3, 2024 and will discuss the new website and current issues.

C. Approval of Prior Minutes

- Motion to approve June 11, 2024 Meeting Minutes made by Ms. Marshall, seconded by Ms. Withycombe and unanimously approved.

II. **New Business:**

A. USRowing Strategic Plan and 2024 Objectives and Key Results with Amanda Kraus and Rich Cacioppo

- Due to their attendance at the Olympic games, Amanda Kraus and Rich Cacioppo will attend the September 2024 meeting.
- Discussion ensued regarding the Objectives and Key Results ("OKRs") and how the Committee can apply a DEI lens to the OKRs and USRowing policies and procedures in general. Ms. Moore discussed Para Rowing, challenges of training, costs, need for improved funding and challenges of filling boats for every Para Olympic rowing event. Ms. Stawicki discussed the need for standardization of USRowing Training Centers and Clubs to ensure that all High Performance centers across the country have the same standards for athletes. Discussion of the need for DEI standards for clubs and coaches. Discussion regarding metrics on development camps/ODP, U19, etc., Ms. Marshall stated that this was being discussed

in the DEI High Performance Subcommittee. Ms. Moore discussed the need for a biannual DEI Survey in Q3.

- Discussion of OKRs was tabled until the September meeting.

1. [Understanding OKRs and Impact](#)

- a) Q1-2 OKRs Questions
- b) Q3-4 OKRs Feedback

- B. [USRowing DEI Lens](#)

1. Reflecting BEFORE we make decisions

- Ms. Stawicki complemented the document but discussed the need to simplify it to make it easier to use. Mr. Ciraolo agreed and discussed examples of Philadelphia rowing clubs. Ms. Withycombe will modify the document to approximately one pager.

- C. Board Committee Updates

1. United We Row – Mr. Ciraolo – Nothing to report.
2. Finance – Ms. Withycombe – Reported deviations from 2024 Budget with respect to contributions, grants, membership and programs. Sales are over budget and compensation is tracking with the budget. Mr. Ciraolo concurred.
3. NomGov – Ms. Marshall – Nothing to report, meeting taking place on July 3, 2024.
4. HR / Comp – Mr. Doldron – Not in attendance/no report.
5. HP Subcommittee – Ms. Stawicki and Ms. Marshall – Updated the subcommittee on the new DEI Committee structure. Discussed Napoleon Griffin's Look of Change and participation in the upcoming RowFest (Masters Nationals) in Oklahoma City, OK. Brett Johnson, Senior Director, Programs & Communities, will be attending the 2024 World Rowing Championships in August taking place in St. Catharines, Ontario, Canada.

III. **Open Issues:**

- A. OPEN #1: Gender Policy

1. Has anything changed with the science?
 - Ms. Withycombe stated that she had spoken to Jenny Traves regarding the subject. Discussion ensued. Ms. Stawicki inquired

as to the timeframe, Ms. Withycombe stated she would discuss with Ms. Traves.

B. OPEN #2: Guest Calendar

- Ms. Stawicki suggested Hugh McAdam, Referee Program Association, head of the referee program and Tom Rooks, Director of Sport Safety and Operations, regarding safety and safeguarding.
- Suggestions include Chief Marketing Officer Lizzie Seedhouse, Ellen Minzner, Para High Performance Director, Chief Financial Officer Sarah May and Jasper Liu.

1. July:
 - a) Topic:
2. August:
 - a) Topic:
3. September: Amanda and Rich
 - a) Topic: OKRs
4. October: Ellen Minzner - TBD
 - a) Topic: Para Rowing
5. November: Sarah May, CFO - TBD
 - a) Topic: Budget
6. December:
 - a) Topic:

C. OPEN #3: Work Plan

- a) Prevention (Annual, Monthly)
(1) Please add upcoming items we want to weigh in on
- b) Real Time (Day to Day)
(1) Please add anything that is needed ASAP
- c) Intervention (Reactionary)
(1) Please add anything that we and/or USR has weighed in on since our June meeting so we can reflect on response
- d) Reflect and Review (How did we do? How did USRowing do?)

IV. **Overflow and Executive Session – N/A**

V. **Adjourn: 9:40 pm EST**